

## LABOR RELATIONS COMMITTEE

### MINUTES

The Labor Relations Committee met on Wednesday, November 2, 2016 at 4:45 p.m. in Conference Room No. 1 at the Willmar City Office Building.

Present:	Steve Ahmann	.....	Chair
	Denis Anderson	.....	Member
	Ron Christianson	.....	Member
	Shawn Mueske	.....	Member

Others present: Mayor Marv Calvin, Council Member Nelsen, Interim City Administrator Mike McGuire, Human Resource Director Bridget Buckingham, Finance Director Steve Okins and Janell Sommers, Administrative Assistant.

#### Item No. 1      Call to Order

The meeting was called to order by Council Member Ahmann at 4:45 p.m.

#### Item No. 2      Public Comment

There were no public comments.

#### Item No. 3      Personnel Policy – Sick Leave Section (Motion)

Human Resource Director Bridget Buckingham presented proposed changes to the sick leave section of the City's Personnel Policy. In Section 5.2, Sick Leave Donation, it is proposed to add "member of the employee's immediate household." In the same paragraph remove the definition for a life-threatening illness or condition as defined by a physician's diagnosis. Under the conditions of which the donation of sick leave are subject to, delete No. 1.

The Committee discussed the changes proposed by staff. Council Member Anderson made a motion to approve the changes to the Personnel Policy as presented by staff. Council Member Mueske seconded the motion, which carried.

#### Item No. 4      Compensation/Classification Study (Information)

Human Resource Director Bridget Buckingham updated the Committee on the status of the compensation/classification study being conducted by Springsted. Rescoring of several positions were recently requested by Ann Antenson of Springsted which still need to be reviewed. The results were deferred to the next Committee meeting of November 16<sup>th</sup>.

#### Item No. 5      Health Insurance Update (Information)

Human Resource Director Bridget Buckingham updated the Committee on the status of the City's Health Insurance options to include the new HSA/VEBA. Mr. Gene Thule of the Southwest Service Cooperative is scheduled to meet with employees on November 10<sup>th</sup> to answer questions. Council Member Mueske suggested requesting several Willmar Municipal Utilities who currently have the plan join the discussion.

A motion was made by Council Member Mueske, seconded by Council Member Anderson and passed to adjourn. The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Janell Sommers  
Administrative Assistant